

**RHODE ISLAND PUBLIC TRANSIT AUTHORITY**

**BOARD OF DIRECTORS**

**MINUTES OF Monday, July 21, 2014 MEETING**

**Board Members Present:** Mayor Scott Avedisian, Chairperson; Director Michael Lewis; Stephen Durkee; Jerome Williams; Margaret Holland McDuff; Maureen Martin and Mark Susa

**Absent:** Peter Ginaitt

**Also Present:** Raymond Studley, CEO; Todd Gleason, Outside Counsel; Benjamin Salzillo, Chief Legal Counsel; Marie DiToro, Recording Secretary; and other members of RIPTA's staff, and members of the public whose names are on the sign-in sheet.

**Agenda Item 1:      Approval of June 23, 2014 Meeting Minutes**

Mayor Avedisian calls the meeting to order. He asks for a motion to accept the June 23, 2014 minutes as presented to the Board. Director Lewis makes a motion to approve the minutes and Mr. Durkee seconds the motion and it passes unanimously.

**Agenda Item 2:      Public Comment**

*(Board members take public comments under advisement, but do not respond except for clarifications. Members may follow-up on public comments in writing post-meeting as permitted by applicable law.)*

Mr. McGee is welcomed to speak. He states that he was at the last Board meeting and brought up issues and concerns regarding the RIde Program and he wanted to know if anything has been done about that.

Also, he understands that there is an investigation going on regarding the Federal Government suing RIPTA and the State of Rhode Island regarding the involvement of a RIPTA employee and he would like to know if the Board could provide some insight about that.

Mayor Avedisian asks Mr. Salzillo if RIPTA has any knowledge of this and Mr. Salzillo responds that RIPTA does not. Mayor Avedisian states that RIPTA has not received any notification of a pending investigation.

Director Lewis suggests that if anyone does have information on this to please make Mr. Studley aware of this information.

Mayor Avedisian welcomes Randall Rose to speak next. Mr. Rose states that he is here on behalf of the RIPTA Riders Alliance. He states that the roll out of the R-Line has caused some problems for passengers. Many times the passengers did not know where their new bus stops were, there was not good signage as to where the nearest bus stop would be in both directions North and South and a lot of people were getting passed by buses while trying to find the new shelters. Mr. Rose continues to say that there is a lot of criticism about the setting of stops along the R-Line especially on Broad Street with no stop close to St. Joseph Hospital. He also states that there are concerns about stops being too far away from supermarkets. Mr. Rose states that it would have been good to have Public Hearings about this because it is these things that riders should give their input on.

Mr. Rose continues to say that there also were no Public Hearings in regards to Kennedy Plaza and the construction plan. He would like RIPTA to commit to having more Public Hearings around the state for these kinds of issues and would like to see RIPTA consult people more. Mr. Rose states that he happened to hear by chance about the public hearing on the cancelation of the 49 line. A lot of the Public Hearings are not listed on the website at least not in convenient places that he has seen. He thinks RIPTA could do a lot better with more Public Hearings and communication with the public.

Mr. Rose continues on to say that they found out pretty close to construction date that the plan was to take the snowmelt system out of service and that would be a downgrade. Given the realities of how limited the funding is at RIPTA paying people to clear the snow will be unlikely. This should have had a Public Hearing as well because all parts of the state use Kennedy Plaza. He really has concerns how RIPTA paints a rosy picture to the passengers and does not alert the passengers of the serious problems that are occurring.

Mr. Rose states that on today's Agenda the FY15 Revised Budget and the Capital Budget for the next five years are up for Board Approval. He states these Budgets were not posted on the website and he thinks that they should have been.

Mr. Rose does not think RIPTA should have rushed into construction at Kennedy Plaza with the uncertainties on whether the \$40 million bond is going to be enough for the hubs that are planned. This is his plea to the Board to consult passengers more. He thanks the Board for their time.

Ms. Ele Felaco is welcomed to speak next. Ms. Felaco states that her companion is upset at how long it takes him to get to work due to the construction at Kennedy Plaza. She mentions that it took her a very long time to get to the meeting today. She believes it is futile in making comments seeing how she has been pleading all these months and nothing has changed. She states she is not the only one pleading to the Board about Kennedy Plaza and it is apparent that the Board has other interests and it is not in the interest of the people who have to use RIPTA. Today, Ms. Felaco did not see anyone handing out cards telling people where the relocation of the stops are and the signs on the buses are so small they are hard to read. She decided to walk to the terminal to get some cards and hand them

out to people. It took almost ten minutes to get to the terminal to the twenty stop to get to this meeting. There are so many issues that she cannot list them all. She thinks the Board is not being responsive to customers. Thank you.

Ms. Patricia Raub is welcomed to speak next. She agrees with Ms. Felaco and Mr. Rose in regards to Kennedy Plaza. She would like to see more public hearings. She mentions that she heard that the restrooms at the terminal would be closed for two years if that is not a rumor that is pretty bad. From what she heard about the shelters they will not be adequate for passengers. Ms. Raub thinks it is very alarming that there is no bus stop at St. Joseph Hospital on the R-Line and other bus lines are rumored to be cutting hospital stops as well. Thank you.

### **Agenda Item 3:      CEO Report**

Mr. Studley states that initially RIPTA anticipated ending the year with a surplus on the Operating side; however RIPTA ended the year with a deficit. He states that if there is any good reason to have a deficit this would be it. With the arrival of Mr. John Chadwick, Inventory Control Manager, he has taken obsolete parts off the shelf in the maintenance area. Those parts do not hit the books as a liability until they are put on a bus and seeing how these parts cannot be used on the buses RIPTA currently has these were written off.

Mr. Durkee asked if this is a onetime occurrence and Mr. Studley responds that there still may be some carry over into FY15, but overall the majority is done. Mr. Studley states that Karen DiLauro will go over the Budget later in the meeting.

Mayor Avedisian states that to actually receive real budget figures that are as close to breaking even as possible is a huge improvement over 2.5 years ago.

Mr. Williams adds that to get that close to breaking even is a tremendous effort based on the lack of funding in the past and a lot of operational changes that Mr. Studley made. He commends Mr. Studley and the team.

Mr. Studley states that the team has done a really great job on the expense side. FY15 will be another rocky year, but RIPTA sees some relief in FY 16 from the General Assembly.

Mr. Studley moves on to the Kennedy Plaza update. He states that there has been a lot of media attention at Kennedy Plaza over the past few weeks. RIPTA continues to have a strong partnership with the City of Providence and meets with them regularly. RIPTA had employees out in force for ten days covering three shifts a day in RIPTA attire to help passengers be aware of the changing bus stops and directing them to new stops. It has been brought to RIPTA's attention from the public that the riders were not happy that there were no bus shelters at the temporary locations. RI Foundation is generous enough to donate \$30,000 for ten portable bus shelters until the completion of the construction

within the plaza proper. This should begin within a week or so. Mr. Studley also had meetings regarding 8-10 foot benches that will be bolted down with the help from the City under the Convention Center overhang. Mr. Studley goes on to say that the snowmelt system is not going away it is being reduced around the building that RIPTA owns. From a technical point RIPTA has to figure out where the lines can be tapped off based on the design that is in place. There will be a period of time that the lines will have to be cut to move them back.

Mr. Durkee asks what the condition is of the snowmelt system and Mr. Studley responds horrible. That is why RIPTA is looking at it. There has been a lot of damage over the years.

Kennedy Plaza construction will move ahead quickly. RIPTA's standpoint is this is the City's project and RIPTA is assisting them with some money for passenger amenities.

The existing shelters are two sided, however the new shelters will be three sided and RIPTA is trying to get security cameras at all the shelters as well.

Mr. Studley states that back in May the Board meeting was cancelled, however at that time he was going to bring to the Boards attention the process change that has been put in place in regards to accidents. RIPTA has come up with a new policy that will have the combined efforts of collective bargaining unit and management at RIPTA. There will be a report on every accident and on a monthly basis a review board will go over those accidents and determine whether they are preventable or not and then determine proper reaction to that conclusion. Mr. Pereira hands the Board members a copy of the new policy.

Ms. Shuey Picchione states that she will be presenting an update on the Highway Trust Fund. The House and Senate drafted similar legislation extending authorization for funds through May 31, 2015. If this passes it would be a continuation of credit programs and laws with some new sources of funds. In the meantime, the staff of RIPTA has met to develop a plan in case of Trust Fund bankruptcy. The short term bankruptcy for Transit would be October 2014. DOT gave some additional information and a possibility would be slowing down payments and the other part would be paying out only a portion of the reimbursements that are requested. A critical expense review committee was set up and already meeting and reviewing all expenses. RIPTA staff will also be prioritizing the capital projects, many of which the Board will see later in the meeting. There are also some projects that are not Trust Fund Projects, for instance the Newport Gateway. There are also projects that are without contracts, but RIPTA would need to move forward like the Paratransit Vehicle purchases, but their purchase points are so far out that it is not an issue. Lastly, are the non-priority projects that do not have contracts that RIPTA would slow and not approve until more information is known. The priority will be to apply for federal funds that are used to reimburse the operating budget. Hopefully, that is not necessary and we should know more within the week.

Director Lewis states that the Senate is debating a bill that extends it to the end of the year not just May. The House and Senate coming to an agreement may be the issue.

Mayor Avedisian welcomes Ms. LeClerc to provide the ATMS update next. She states that ATMS has stalled since the last Board Meeting. She states that they did receive a new scope of work from Xerox however RIPTA is still reviewing it because it is not exactly what they expected. Xerox had an employee quit and another one on vacation so their goal to get 10 vehicles done a night is not getting met. She is trying to get a revised schedule from them as to when they will complete the campaign of repair installations.

Mayor Avedisian asks Mr. Studley seeing how Xerox is delaying the project is it possible that some of their arguments would go away. Mr. Studley is hoping so. He has had multiple conversations with the president of that division and Mr. Salzillo has spoken with their legal counsel a few times as well. He does not think they have reviewed the initial base contract in regards to what they were required to provide to us not only during installation but post installation from a warranty standpoint. RIPTA has sent them a proposal and is waiting for their response.

Mr. Studley states that outside of that RIPTA is still moving forward with ADA and other issues. He thinks it is just a consistency issue. Ms. LeClerc states that RIPTA is getting a better handle on the announcements and will handle the Spanish ones themselves because Ms. LeClerc does not see the benefit in what Xerox is proposing. RIPTA now has a project manager chosen from the MPA who will help RIPTA get a handle on this project as well.

Mayor Avedisian states that RIPTA is much further along than three months ago and this is a great improvement.

Director Lewis states that RIPTA is requesting a new schedule from Xerox; however what is RIPTA's estimate of how much work is left to do. Ms. LeClerc responds that there have been some consistency issues with the work they have done to date so they have asked Xerox to come back with a plan that will address some of those issues as well and a plan to move forward with, and when they think they can get this finished. Mr. Studley states that there is a weekly telephone conference with senior management from Xerox and senior management at RIPTA to discuss these issues. He thinks they are getting much closer. They really didn't know what they were obligated to provide to us within the contract due to their personnel changes.

**Agenda Item 4: 14-30: Kennedy Plaza Signage-Design Communications, Ltd.**

Mayor Avedisian welcomes Mr. Nordin to speak. Mr. Nordin states that he is asking the Board of Directors to award a contract to Design Communication, LTD. In the amount of \$60,880 for the manufacturing and delivery of 16 signs for Kennedy Plaza. Initially, this bid was issued with zero responses. After modifying the bid and more outreach to potential vendors, the bid was reissued on June 19, 2014. Design Communications was the sole

bidder with a cost of \$40,880. RIPTA staff confirmed that this was a fair and reasonable bid and is in line with other projects of this scope. Mr. Nordin states that they are asking for a rather hefty contingency because there are concerns about the timeline of the project and would like to stay on schedule and get installed as soon as possible. They would like to be fabricating signage by the next Board meeting so any change orders would have to be approved prior to that so the contingency would be really helpful.

Director Lewis asks what the schedule was that the bid was based on and Mr. Nordin responds that it was based on RIPTA's timeline; however there have been a fair amount of changes to the project outside of their control so they would rather be prepared and not use it, rather than fall two months behind schedule.

Mr. Williams makes a motion to approve the award of contract to Design Communication, Ltd. as presented today. Mr. Durkee seconds the motion and it passes unanimously.

#### **Agenda Item 5:      Independent Investments Advisor Monitor for Pension Funds**

Mr. Salzillo states that this was brought before the board last month, and the Mayor had asked that it get tabled until this month when Mr. Williams would be in attendance due to it being an area of his expertise. The idea was to go out to bid and bring in a consultant to look at overall investment strategy.

Mr. Williams thinks it is a good idea. Mr. Studley states that this would be a good time to see if it makes sense to go from two separate plans to one plan. Mr. Williams agrees there are a lot of things to look at and it is good to have a separate custodian.

Mayor Avedisian states that he does not see anything contractually that would prohibit combining the two pension plans and Mr. Studley adds that historically that is what the Union has asked the Authority to do.

Mr. Salzillo states that seeing how the Board is in agreement he will move forward with this process.

#### **Agenda Item 6:      New Legislation Regarding Quasi-Public Agencies**

Mr. Salzillo states that this new legislation was passed in the last session, was signed by the Governor and it essentially requires a number of policies and procedures to be put in place by all quasi-state agencies to ensure accountability and transparency. RIPTA already adheres to many of these things, however there will be some things RIPTA has to do that will need Board approval, and then there are items that the Board will have to complete as well; for instance, an executive compensation committee. The Board already dealt with that in regards to the CEO contract, however a subcommittee will need to be set up to not

only look at the CEO contract but senior management issues. The plan is to present the Board with a task list.

Mayor Avedisian states that a letter was sent from Mayor Avedisian and Mr. Studley to the legislature saying that there were no objections to this bill.

**Agenda Item 7: FY15 Operating Budget**

Ms. DiLauro states the biggest change to the FY 15 Budget presented last year to the Revised FY 15 Budget presented today revolves around the re-organization in the corporate structure at RIPTA. There are new departments: Legal & Risk Management, Inventory Control and Security & Administration, which now encompasses Street Supervisors and the Money Room. These changes are explained in the last Section of the Budget Book under Impact Statements.

Overall, the Revised FY15 budget has moved from a \$854,000 deficit to about \$451,000. Federal revenues have decreased 5.8% based on history actually seeing lower draw downs and reimbursements. The biggest change in the revenue side can be seen in the passenger revenue due to the City of Providence busing children 2.5 miles to school instead of the previous 3 miles. The start time has been staggered to allow RIPTA to make this accommodation. Secondly, there has been a slight increase in gasoline tax revenue as well.

Ms. DiLauro states that on the expense side there is a 2.5% increase with the unionized employees and the non-reps are not receiving an increase this year because there are no additional revenues. A lot of the changes in expenses come from controlling the expenses as best we can. 80% of the expenses come from contract expenses and personnel expenses over and above that try to control the 20%.

Ms. DiLauro states that the Paratransit Department is another area with major changes due to a large reorganization in the Department. With Logisticare coming in there are now 20 less budgeted drivers from the original FY15 budget submission. This may need to be revised as the year goes along.

Over all, the total number of employees in the original FY15 Budget was 826 and with the Revised FY15 Budget is now 817.

Ms. DiLauro states that repayment of the OPEB Liability has not been included in the FY15 Budget and will be addressed in the FY16 Budget. This is explained in the Impact Statements section of the Revised FY15 Budget.

Mayor Avedisian states that the Board will refer to the Finance Committee and have them report back to the Board after they have a chance to meet. It was important for the Board to have an overview of where RIPTA is and although it shows a deficit however it is a lot better and is thankful for the improvements.

## **Agenda Item 8:      FY15- FY20 Capital Budget**

Ms. Neira states that she is requesting the Board Approval for the FY15 Capital Budget and the FY16-20 Capital Improvement Plan required to be submitted to the State. Ms. Neira states that the Fiscal 15 Capital Budget is contingent on receiving federal funds from the Highway Trust Fund. She would like the Board to keep in mind that each one of these projects will have to come back before the Board for approval so this would not be the last time that the Board sees these projects. Ms. Neira states that the FY15 Capital plan was focused on upgrading and replacing the fleet, upgrading and replacing assets to maintain them in a state of good repair and more investments into technology and security. All projects are funded 80% with one funded at 90% and the matches have been distributed among different categories. The FY 15 Capital budget is \$18.2 million and 80% of that is \$14.7 with a \$3.5 million match. Ms. Neira will highlight a few projects in the Capital Plan.

The first are the small flex vehicles. During FY15 RIPTA will replace eleven (11) retiring vehicles. This project is funded by 80% federal funds matched by a combination of State of Rhode Island Obligation Bonds or newly developed State Fleet Revolving Loan account. It should be noted that the funds from the State Fleet Revolving Loan fund sunsets at the end of FY17 and the Capital Budget for vehicles reflects fully expending the \$4.2 million allotted to RIPTA by the end of June 2017. The Authority is currently working with the State Budget Office on a source of matched funds once the State Fleet Revolving Loan funds are exhausted.

The second is an initiative to install security cameras on the entire fleet. This project is funded with 80% federal funds matched by RIPTA's Capital Revolving Loan Fund and the projected is expected to be completed in FY15. Ms. Neira states that the dollar amount of \$1,681,196 is an error that amount should read \$355,341 which is what is remaining to be paid.

The next is non-revenue vehicles; RIPTA currently owns about thirty-nine (39) and just purchased five (5) replacements for street supervisor vehicles. RIPTA is putting an allotment of about \$150,000 a year into the plan to replace service and non-revenue vehicles.

Ms. Neira moves on to Land and Buildings Repairs/Preventive Maintenance on page 4 of the Capital Budget. She states that this is split into two categories: basic repairs and enhancements. On the repair side there are a couple of large heating projects however, these are on hold until RIPTA hears more about the federal funds. RIPTA is also looking at purchasing a new generator for the computer room to prevent another system crash and this is considered a priority. Currently, RIPTA is in the middle of two other projects; the replacement of the old inventory shelving in the stockroom as well as the installation of the safety lines in the Chafee Building. The Tunnel is a state of good repair grant which will deal with the draining and icing issues during the winter months. This is a priority for



RIPTA because the grant does not have a long life. RIPTA owns the tunnel, RISD owns above the tunnel and Brown owns a portion of it. Pot holes and drains are in poor condition and the drains will have to be re-built. Repair of the tunnel is important because it holds the 5<sup>th</sup> highest ridership.

Transit enhancements are the second half of the Land and Buildings category in the capital budget. RIPTA is looking to enhance the way-finding totems and technology on the R-Line, and the capabilities of passengers using mobile applications with smart phones for real time data. The Newport Gateway Center was hit by Hurricane Sandy damage. RIPTA received a \$1.6 million grant matched by the City of Newport. This is the 90/10 grant. 90% is funded through the federal grant and the 10% from the City. Lastly, there is \$700,000 to look at the bus shelters, passenger amenities and traffic circulation at Kennedy Plaza.

Information Technologies has been broken into two categories. The first is the annual replacements of the regular computers, scanners and workstations; and the second piece is all the new enhancements that are on the way: ATMS, One Solution, Ride with the interface with LogistiCare and future transportation management software with upgrades to the Hastus scheduling system, looking to upgrade the telephone system, IVR System dealing with the Customer Service Department and finally redundancy.

Planning Department has one project regarding Odyssey Farebox Upgrade and system development. RIPTA is looking at ways to speed up the passengers boarding on the bus, by moving the system to a smart card fare program; this would also assist maintenance significantly.

Safety and Security Department identified several key priorities under the security plan. During the FY14, RIPTA completed the Radio Interoperability Project funded by the Transportation Security Agency. Work is continuing on securing the RIPTA campus with working gates, security fencing, and new security badges for employees. FTA funds are matched by RICAP funds for Security Projects.

Mr. Williams asks about the Capital Revolving Loan Fund. Ms. Neira states that the Capital Revolving Loan Fund currently has \$2.5 million in it and payback is based on the life of the asset it was used to purchase. Mr. Williams states that if RIPTA purchases buses within a twelve (12) year period RIPTA is still adding to the interest expense. Ms. Neira responds yes. Mr. Williams thinks it would be nice to set up capital reserve fund so by the time RIPTA purchases buses then can pay for the match that way. He knows the money is not there to do that, but would like to get there eventually.

With no further questions on the Capital Budget, Mayor Avedisian asks for a motion to approve the Capital Budget.

Ms. Holland McDuff makes a motion to approve the Capital Budget as presented today. Mr. Williams seconds the motion and it passes unanimously.

**Agenda Item 9: IFB 14-22 Fire Alarm Inspection Maintenance & Repair**

Mr. Mencarini states that they are requesting to award a contract to Elco Electric Service Corporation of Cranston for Fire Alarm Inspection, Maintenance and Repair. The cost of this contract is \$50,000. This is a one year contract with up to four (4) annual renewal options to be exercised at the sole discretion of the Authority. Mr. Mencarini states that last year's expenditures were around \$35,000. The hourly rate of service is \$92.75 which is down from last years. He states that the funding would be through the RIPTA Operating Budget and a preventative maintenance grant.

Mr. Harwood states that he hopes to do some repairs in house which would keep the cost down.

Director Lewis asks if the decision was made solely based on the cost or by subjective value as well. Mr. Mencarini states that the decision was made by low bidder. Director Lewis asks if they are comfortable with the low bidder vendor and Mr. Harwood and Mr. Mencarini respond yes.

Mr. Williams makes a motion to award the contract as presented today. Director Lewis seconds the motion and it passes unanimously.

**Agenda Item 10: IFB 14-18 Floor Cleaning Equipment Maintenance & Repair**

Mr. Mencarini states that they are requesting to award a contract to Tennant Sales and Service Company of New Jersey to repair, test and maintain the tenant sweeper machines. RIPTA has approximately nine (9) machines at various RIPTA locations. The base is one year with four (4) annual renewal options to be exercised at the sole discretion of the Authority. Mr. Mencarini states that the funding for this contract will be from the RIPTA Operating Fund and the Capital Maintenance Grants. Mr. Mencarini states that last year's expenditures were at \$20,000, however they anticipate a greater expense because they are in need of repairs.

Mr. Harwood states that prior to this RIPTA would have service on an as needed basis. This contract states that under this contract RIPTA can purchase parts and do the repairs in house as well to save costs.

Mr. Durkee asks if these machines are for the maintenance shop floors and Mr. Harwood responds that is correct.

Mr. Williams asks how much each piece of equipment is to purchase? Mr. Harwood responds that they go from \$14,000-\$40,000 depending on the type of machine. He states that they are excellent machines; however they do get a lot of use.

Ms. Holland McDuff makes a motion to award the contract as presented today. Mr. Durkee seconds the motion and it passes unanimously.

**Agenda Item 11: IFB 14-20 Paratransit & Flex Vans**

Mr. Mencarini states that this request is to award a contract to Alliance Bus Group of New Hampshire to provide Paratransit and Flex Vans. The contract is for up to eighty-eight (88) vans to be purchased over the next five years. The cost is \$8,135,000 based on the average vehicle price. Mr. Mencarini states that they are also asking for an option quantity to support the Ride Program and Flex Services programs if the opportunity and funding becomes available. The option quantity could also be used to assist local communities if they elect to purchase vehicles.

Mayor Avedisian confirms that this will be in effect for five (5) years and other entities can piggy back this bid? Mr. Mencarini responds yes that is correct.

Director Lewis asks if this is virtually the same vehicle RIPTA has now and Mr. Mencarini responds pretty much he just is not sure of the seating configurations at this point.

Mr. Williams asks if RIPTA is trying to standardize the type of vehicle it has for parts and training? Mr. Mencarini responds that the body type would be slightly different. Mr. McGrane adds that the chassis is identical to what RIPTA has had the body is being made by a different manufacturer.

Mr. Williams makes note that Alliance received a poor rating on delivery schedule and asks if this is a problem. Mr. McGrane responds that it is one point lower in delivery and believes that it was a month's difference to DATTCO.

With no further questions, Director Lewis makes a motion to award the contract as presented today. Mr. Williams seconds the motion and it passes unanimously.

Mayor Avedisian asks Mr. Williams to make a motion to go into Executive Session. Mayor Avedisian states that this is a roll call vote. It was unanimous to go into Executive Session.

**Agenda Item 12: Executive Session to consider, discuss and act upon such matters as may be closed to the public pursuant to R.I. Gen. Laws § 42-46-5(a) (3) (4) regarding litigation and collective bargaining.**

Mayor Avedisian announces that they have one item to report back in open session. He states that the Board ratified the contract with the 808 Union.

Mayor Avedisian asks for a motion to seal the minutes from Executive Session. Mr. Williams makes a motion to seal the minutes and Mr. Durkee seconds the motion. It passes unanimously.

**Agenda Item 13: Project 14-17 Installation of Shelters & Passenger Amenities for the R-Line**

Mr. Nordin states that they are asking for the Board to award three change orders for the installation of shelters and passenger amenities on the R-Line. In the March Board meeting the Board awarded \$561,142.00 to Tower Construction to install shelters and passenger amenities. This included a \$73,000 contingency. Today, Mr. Nordin is asking for an additional \$118,900.57 to get them through the rest of the project. This would exhaust the existing contingency and add a \$50,000 contingency to the project.

With no questions, Mayor Avedisian asks for a motion. Ms. Martin makes a motion to award the contract to Tower as presented today. Mr. Durkee seconds the motion and it passes unanimously.

**Agenda Item 14: Installation Oversight of the Shelters & Passenger Amenities for the R-Line**

Mr. Nordin states that they are asking to award a change order to ANC Consultants which is for the construction oversight of the installation of the R-Line bus shelter and amenities. The change order is for an additional \$17,000 with a \$20,000 contingency to cover any additional delays.

Mr. Williams makes a motion to approve. Mr. Durkee seconds the motion and it passes unanimously.

**Agenda Item 15: Adjournment**

Mr. Durkee makes a motion to adjourn the meeting. Mr. Williams seconds and it passes unanimously.

Respectfully submitted,

---

Marie DiToro  
Recording Secretary